

# **Project Director SAMHSA Suicide Prevention Grants**

## **Job Announcement**

Please submit all resumes and inquiries to [David.Sherman@tn.gov](mailto:David.Sherman@tn.gov)

## **Organization Description**

The Division of Mental Health Services is responsible for planning and promoting a comprehensive array of services and supports for individuals of all ages, living with mental illness, co-occurring disorders, and/or serious emotional disturbances. This is accomplished through the creation, expansion, and oversight of community-based programs and community support services. Initiatives include: affordable housing programs; homelessness prevention services; 24-hour crisis services; wellness and recovery services; peer recovery services; suicide prevention services; geriatric services; disaster emergency services; a comprehensive System of Care-based child, youth, and family supports services.

## **Summary of Position**

The position is responsible for managing two Substance Abuse and Mental Health Services Administration (SAMHSA) federal grants and implementing two different programs for suicide prevention for individuals ages 10 and older. The position reports to the Director of Crisis Services and Suicide Prevention. Salary is based upon experience and benefits are competitive. The Project Director:

- Collaborate and coordinate with all grant partners which includes three contracted vendors and multiple community partners
- Continuous monitoring and coordination of all grant activities with three contracted vendors
- Management of state grant contracts with three vendors per grant
- Provides management and oversight of a combined annual budget of \$1,207,000 distributed among three vendors
- Provides oversight and management of all federal reporting requirements; including but not limited to, continuation applications, carry-over requests, quarterly reports, semi-annual reports, annual reports, and no-cost extension requests
- Provides oversight of the development of financing plans, communication plans, and sustainability plans
- Partnership development with multiple health serving agencies across the state
- Providing technical assistance, training and consulting
- Development of marketing and informational brochures
- Development of online suicide prevention training curriculum for mobile crisis responders
- Providing suicide prevention training to licensed, master's level professionals seeking designation as a Mandatory Prescreening Agent
- Coordination of monthly grant meetings and monthly federal calls

- Coordination with the evaluation team to ensure that all client level data and infrastructure indicators are collected, reported, monitored and submitted to the federal SAMHSA's Performance Accountability and Reporting System
- Providing education to the community about the TN Zero Suicide Initiative and oversight of a statewide Task Force

### **Education / Experience**

#### **Minimum Qualifications:**

- Graduation from an accredited college or university with a bachelor's degree in psychology, social work, education, public health, or closely related field
- Experience equivalent to five or more years of full-time professional work in a setting utilizing suicide prevention such as mental health and/or substance use disorders programs, school social work, crisis intervention, etc.
- Working content knowledge of suicide prevention research
- Demonstrated proficiency in grants management, public speaking, group facilitation, training, prevention program development, prevention evaluation, strategic planning and implementation, and data compilation
- Intermediate to advanced computer skills (Word, Excel, PowerPoint, etc.)
- Excellent oral and written communication skills, organizational skills, team-building skills, and attention to detail

*TDMHSAS is an AA/EEO/ADA employer.*

*Pre-employment criminal background check is required.*

*Pre-employment drug testing is required.*